

MINUTES
WILLOW FORK DRAINAGE DISTRICT
PARK MATTERS

December 17, 2025

The Board of Directors (the "Board") of Willow Fork Drainage District (the "District") met by regular session, open to the public, on the 17th day of December 2025, at the offices of LJA Engineering, Inc., 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, outside the boundaries of the District, and the roll was called of the members of the Board:

John Savage	President
Gregg Nady	Vice President
Sarah Hubbell	Secretary
Alexander "Alec" Bray	Assistant Vice President
Joseph S. Robinson	Assistant Secretary

and all of the above were present, thus constituting a quorum.

Also attending the meeting were: Tia Wright and Millie Dunmire of Artesian Financial Services ("Artesian"); Craig Kalkomey of LJA Engineering ("LJA"); Neil Stillman of Friends of the Park; Cheyenne Evans of Champions Hydro-Lawn, Inc. ("Champions"); Andrew Dunn, Alfred Segundo and Juliana Garcia of On-Site Protection LLC ("On-Site"); Yvonne Arceneaux, District Park Manager; and Katie Carner and Whitney Lington of Allen Boone Humphries Robinson LLP ("ABHR").

COMMENTS FROM THE PUBLIC

Director Savage offered any members of the public attending the meeting the opportunity to make public comment.

There being no members of the public wishing to make comments, Director Savage moved to the next agenda item.

MINUTES

The Board next considered approving the minutes of the November 20, 2025 regular parks meeting. Following review and discussion, Director Bray moved to approve the minutes of November 20, 2025 regular parks meeting, as submitted. Director Hubbell seconded the motion, which passed unanimously.

FRIENDS OF THE PARK

Mr. Stillman reviewed the Friends of Willow Fork Park report, a copy of which is attached.

Mr. Stillman discussed Friends of Willow Fork Park programs for 2026.

Mr. Stillman updated the Board on the installation of the purple martin birdhouse in Willow Fork Park.

SECURITY REPORT

Mr. Segundo reviewed the security report, a copy of which is attached.

Mr. Segundo and Mr. Dunn discussed internet access at Exploration Park.

Mr. Dunn discussed security cameras at Central Green and potentially replacing the current security cameras with LPR cameras. The Board discussed internet and Wi-Fi access at Central Green. The Board requested for On-Site to prepare the following proposals to present at the next meeting: (i) replacement of security cameras at Central Green with LPR cameras; and (ii) installation of a Wi-Fi booster at Central Green.

The Board discussed the motion-activated alarm system and security cameras at Willow Fork Park. Discussion ensued regarding the times programmed for the motion-activated alarm system. The Board concurred to set the time to 8:00 p.m. to begin notifications from the motion-activated alarm system and change the time to 10:00 p.m. at the start of daylight savings time.

Following review and discussion, Director Bray moved to approve the security report. Director Robinson seconded the motion, which passed unanimously.

TAX ASSESSOR/COLLECTOR'S REPORT

Ms. Dunmire presented the County tax collection report, a copy of which is attached.

Following review and discussion, Director Nady moved to approve the tax collection report. Director Hubbell seconded the motion, which passed unanimously.

BOOKKEEPER'S REPORT

Ms. Dunmire reviewed the bookkeeper's report for parks and drainage, a copy of which is attached.

Ms. Dunmire reviewed the District's planned revenues and expenditures for both parks and drainage for the fiscal year ending September 30, 2026, and reviewed a comparison between actual and planned expenditures.

The Board inquired about expenses associated with the construction of the Cinco Ranch Boulevard Underpass. Ms. Carner stated the Cinco Ranch Boulevard Underpass will be funded by the District's parks general fund, and that all contributions from funding partners have been received.

Following review and discussion, and based on the bookkeeper's recommendation, Director Robinson moved to approve the bookkeeper's report and payment of the bills. Director Bray seconded the motion, which passed unanimously.

CHAMPIONS MAINTENANCE REPORT

Ms. Evans reviewed the maintenance report for parks, a copy of which is attached, and updated the Board regarding the status of facilities and ongoing maintenance and repairs.

Ms. Evans discussed the turf at Central Green and presented two proposals from Champions for the installation of turf at Central Green: (i) installation of Synfescue60 turf in the amount of \$119,293.30; and (ii) installation of Syntipede turf in the amount of \$133,428.85. Discussion ensued regarding potential contribution by Cinco Municipal Utility District No. 12 ("Cinco 12") for costs associated with turf installation at Central Green. The Board deferred action on the two proposals and requested for TBG Partners to provide additional information regarding the current turf at Central Green. The Board requested for ABHR to follow up with Cinco 12 regarding potential funding for the installation of turf at Central Green.

Ms. Evans updated the Board on the lighting repairs at Central Green.

Ms. Evans discussed parking along Cinco Park Road, by Exploration Park. The Board requested for Champions to prepare a proposal for the installation of additional boulders along Cinco Park Road, by Exploration Park.

The Board discussed the drains at Exploration Park.

Mr. Stillman discussed the potential installation of an all-inclusive swing at Willow Fork Park. The Board requested for Champions to determine the feasibility of installing an all-inclusive swing at Willow Fork Park.

The Board discussed the wooden bridge located at Willow Fork Park and needed repairs of the wooden slats. The Board requested for Champions to prepare a proposal for repairs of the wooden bridge at Willow Fork Park. The Board inquired about the potential installation of stones along the wooden bridge.

Ms. Evans presented a proposal from Champions in the amount of \$1,040.00 for Ameristar fencing at Exploration Park, in relation to hog activity in the District. Ms. Evans then discussed installation of additional fencing, to include a gate, at Exploration Park in the amount of \$4,160.00. Discussion ensued. The Board concurred to proceed with the updated proposal, as discussed, in the total amount of \$5,200.00 for the installation of Ameristar fencing at Exploration Park.

Ms. Evans discussed the turf at Exploration Park and presented two proposals from Champions for turf repairs at Exploration Park: (i) turf repairs to the hill area of Exploration Park in the amount of \$7,800.00; and (ii) turf repairs to the flat areas of Exploration Park in the amount of \$3,500.00.

Ms. Evans reviewed the status of pending and completed projects in the District.

Ms. Evans discussed the metal grates surrounding the trees at Central Green. Discussion ensued regarding replacement options for the metal grates. The Board requested for Champions to prepare a proposal for the installation of posts and chains around the trees at Central Green.

Following review and discussion, and based off Champions' recommendation, Director Bray moved to: (1) approve Champions' report; and (2) approve the following proposals from Champions: (i) \$5,200.00 for the installation of Ameristar fencing at Exploration Park; (ii) turf repairs to the hill area of Exploration Park in the amount of \$7,800.00; and (iii) turf repairs to the flat areas of Exploration Park in the amount of \$3,500.00. Director Robinson seconded the motion, which passed unanimously.

LAKE MANAGEMENT AND MAINTENANCE MATTERS, INCLUDING REVIEW PROPOSALS AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

LANDSCAPE ARCHITECT REPORT

Director Nady discussed the needed United States Army Corps of Engineers ("USACE") permits for District trail projects.

The Board discussed hog trapping being conducted by Harris County.

ENGINEERING REPORT

Mr. Kalkomey reviewed the engineering report, a copy of which is attached.

Mr. Kalkomey updated the Board on the Mason Road sidewalk project. Mr. Kalkomey stated LJA is addressing comments from the Fort Bend County Drainage District.

Mr. Kalkomey updated the Board on the rehabilitation of channel Va12. Mr. Kalkomey discussed groundwater in the project area. Mr. Kalkomey stated LJA is working with AR Turnke Construction Company ("AR Turnke") to dry out the area for the installation of the slope paving. Mr. Kalkomey then recommended approval of Change Order No. 1 to the contract with AR Turnke to increase the contract, in the amount of \$8,600.00, for the installation of cement stabilized sand. The Board determined Change Order No. 1 is beneficial to the District.

Mr. Kalkomey updated the Board on the construction of the Cinco Ranch Boulevard Underpass. He recommended approval of Pay Estimate No. 3 submitted by Greater Houston Construction ("Greater Houston") in the amount of \$342,715.50. The Board inquired about the guard rail for the project.

Mr. Kalkomey updated the Board the Capital Improvement Plan ("CIP"), to include Va3b repairs and rehabilitation of District outfalls. Mr. Kalkomey discussed outfalls along Va3 and Va3e within Segment 18A of the North Fort Bend Water Authority's ("NFBWA") project area. The Board inquired about the timeline for the NFBWA project.

Following review and discussion, and as recommended by the engineer, Director Bray moved to: (1) approve engineer's report; (2) approve Change Order No. 1 to the contract with AR Turnke to increase the contract, in the amount of \$8,600.00 for the installation of cement stabilized sand for the rehabilitation of channel Va12; and (3) approve Pay Estimate No. 3 submitted by Greater Houston in the amount of \$342,715.50 for the construction of the Cinco Ranch Boulevard Underpass. Director Nady seconded the motion, which passed unanimously.

DISCUSS ADDITIONAL TRAIL, PARK, AND SAFETY PROJECTS, INCLUDING TRAIL DETOUR ROUTES

Ms. Carner updated the Board on property located on the west side of SH 99 north of the Westheimer Parkway commercial plaza and maintenance of the property.

Ms. Carner updated the Board on the draft term sheet for the potential park development of land owned by the YMCA, located off Westheimer Parkway. Discussion ensued. Ms. Carner discussed the potential impact of Cinco 12's Strategic Partnership Agreement with the City of Houston on contributions for the project. Discussion ensued regarding ownership and maintenance of the land once construction is complete. The Board concurred for ABHR to update the draft term sheet, as discussed.

COMMUNITY COMMUNICATIONS MATTERS AND AUTHORIZE APPROPRIATE ACTION

There was no discussion on this agenda item.

REPORT REGARDING CENTRAL GREEN EVENTS AND PARKS COMMITTEE RECOMMENDATIONS AND APPROVE CONTRACTS FOR EVENTS, AS APPROPRIATE, AND PARK OPERATIONS AND EMPLOYMENT MATTERS

Ms. Arceneaux reviewed a report regarding recent and upcoming Central Green events, a copy of which is attached.

The Board reviewed the Know Studio contract for Central Green. Following review and discussion, and upon Ms. Arceneaux's recommendation, Director Nady moved to approve the Central Green contract and direct that the contract be filed appropriately and retained in the District's official records. Director Hubbell seconded the motion, which passed unanimously.

The Board inquired about the drone video footage of Willow Fork Park.

CURRENT EVENTS

Director Robinson discussed current events.

MEETING SCHEDULE, ACTION ITEMS AND ITEMS FOR INCLUSION ON NEXT AGENDA

The Board concurred to hold the next drainage meeting on January 8, 2026, at LJA's office located at 1904 West Grand Parkway North, Suite 100, Katy, Texas 77449, and to hold the next parks meeting on January 29, 2026, at the same location mentioned above.

REPORT REGARDING CENTRAL GREEN EVENTS AND PARKS COMMITTEE RECOMMENDATIONS AND APPROVE CONTRACTS FOR EVENTS, AS APPROPRIATE, AND PARK OPERATIONS AND EMPLOYMENT MATTERS (CONT'D)

The Board discussed employment matters. Director Nady made a motion to approve amended Employment Agreements with the Parks Manager and the Parks Assistant, as discussed. Director Hubbell seconded the motion, which passed unanimously.

There being no other business to come before the Board, the meeting was adjourned.

(SEAL)




Secretary, Board of Director

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